

Automated Compliance Checking of Fastlane Proposal Submissions

Beginning March 18, 2013, the National Science Foundation (NSF) will enhance the FastLane system to begin automated compliance checking of all required sections of proposals. This will bring NSF systems in line with long-standing proposal preparation requirements as outlined in the NSF *Proposal and Award Policies and Procedures Guide* (PAPPG) ([Chapter II.C.2](#) of the *Grant Proposal Guide* (GPG)).

The GPG-required sections of a proposal include:

Project Summary *	Budget Justification
Project Description	Current and Pending Support
References Cited	Facilities, Equipment and Other Resources
Biographical Sketch(es)	Data Management Plan *
Budget	Postdoctoral Mentoring Plan (if applicable)*

* These proposal sections are already being auto-compliance checked by FastLane.

Proposal submission instructions for conferences, symposia or workshops; international travel grants; or program solicitations may deviate from the GPG instructions. If the submission instructions do not require one of the above sections to be provided, proposers will need to insert text or upload a document in that section of the proposal that states, "Not Applicable." Doing so will enable FastLane to accept the proposal.

Additionally, proposers providing Biographical Sketches and/or Current and Pending Support information for Principal Investigators (PIs), co-PI(s) or Senior Personnel in a single PDF file associated with the PI, must insert text or upload a document in that section of the proposal that states, "Not Applicable," for any co-PI or Senior Personnel so that FastLane will accept the proposal.

For separately submitted collaborative proposals, the non-lead organization must include the following GPG-required proposal sections: Biographical Sketch(es); Budget; Budget Justification; Current and Pending Support; Facilities, Equipment and Other Resources.

PIs will receive a warning message if any of the GPG-required sections is missing, however, Fastlane will still allow the PI to release the proposal to the Office of Sponsored Projects Administration (OSPA). But, when OSPA attempts to submit a proposal that is missing any of the GPG-required sections, they will receive an error message, and FastLane will prevent submission to NSF until all required sections are included.

Proposals submitted through Grants.gov must also include all GPG-required sections or include a document stating that the section is "Not Applicable." Additional information is posted on the NSF website at: <http://www.nsf.gov/bfa/dias/policy/autocompliance.jsp>